

Minutes of the Hunter New England Local Health District Board

Thirty Eighth Meeting

18th and 19th November 2014

Venue: Warialda Health Service

Present

Associate Professor Lyn Fragar, Professor Trevor Waring, Mr Peter Johnston, , Mr Bradley Webb, Dr Bruce Bastian, Dr Ian Kamerman, Mr Ken White, Mrs Janelle Speed , Dr Helen Belcher and Dr Felicity Barr.

Apologies

Ms Lyn Raines

In Attendance

Mr Michael DiRienzo, Ms Susan Heyman, Dr Tim Stanley and Ms Desiree Chymiak

Order of Business: 1.1-1.6; 6.2.2; 2.1; 2.3-9.3

TOUR OF THE FACILITY

Board members had been provided with a briefing paper on Warialda Health Service and on the morning of 19 November were given a tour of the hospital led by Ms Judy Lockhart.

BUSINESS OF THE MEETING

PRELIMINARY

1.1 Welcome, Apologies and Acknowledgment of Country

The Chair, Associate Professor Lyn Fragar opened the meeting at 8.45am.

The Chair ACKNOWLEDGED the traditional owners of the country on which the meeting was held and elders past and present. She gave a brief overview of the history of the Myall Creek Massacre and its impact on Aboriginal people in the Warialda area.

1.2 Conflicts of Interest

There were no conflicts of interest declared by Board members for this meeting.

1.3 Adoption of Minutes

The minutes of the meeting held on the 15th October 2014 had been circulated.

The minutes were ADOPTED by the Board. The minutes will be published on the Hunter New England internet site.

ACTION BY: Ms Desiree Chymiak

1.4 Action List

Progress on action items were NOTED by the Board.

It was noted that the proposed allocation of KPIs among Committees for monitoring will be provided by the Chief Executive at the December meeting.

ACTION BY: Chief Executive

1.5 Board Chair Report

The Board Chair reported the following:

- She had attended Day 1 of the District Leadership Forum and made a presentation on the progress in the development of the Local Health Committee's, changes to the terms of reference and development of tools for the Committees. A document – Local Health Committees- Expectations of Health Service Managers had been developed and was presented to the Forum.
- Board Chair also reported on the presentation on Healthy Lifestyle made by her and Peter Johnston. The Board expressed SUPPORT for the initiative.

1.6 Chief Executive's Report

The Chief Executive's report had been circulated in the business papers.

The report addressed the following:

- Update on Excellence
- Update on the Vice-Chancellor's Leaders Forum
- Retirement of the Chief Executive at Health Education and Training Institute.

- Update on research and innovation.
- Update on the planning and innovation fund bid.
- Update on the Inverell Hospital's GP Clinic.

The report was discussed and NOTED by the Board.

COMMUNITY – THE PEOPLE WE SERVE

MEETING WITH THE LOCAL HEALTH COMMITTEE

The Board were joined by members of the Warialda Local Health Committee over afternoon tea. The following were raised, discussed and NOTED.

- The Committee is going well. An active and supportive committee.
- A view that the community is 'blessed' with the Health Service Manager, doctors and staff at Warialda.
- A great facility.
- The Committee was heavily involved in the development of the MPS.
- All staff are happy and work well together.
- Have a good Hospital Auxiliary.
- A community bus has been donated by the Warialda Off-Road Club.
- Access to transport to travel for specialists appointments is an issue for many in the community.
- Access to dental care for the community is an issue as dental facilities are available locally.
- Referral systems for mental health are not suitable.
- The MPS system works very well, with a Local Council operated aged care facility located across the car park.
- The ambulance is co-located with the MPS and this works very well.

2.1 Aboriginal and Torres Strait Island Strategic Leadership Committee Report

The Board was provided with a brief on the Standards of Behaviour Workshop which was held on the 16th October.

The paper was NOTED by the Board.

2.2 Community and Consumers Partnership Committee Report

Late papers with the Minutes of the Community and Patient Partnership Committee had been circulated and were NOTED by the Board.

An amended Terms of Reference for Local Health Committees were CONSIDERED and ADOPTED by the Board. These will be presented at the upcoming Community Partnership Forum.

2.3 Social Determinants of Health Committee Report

A Committee Report had been distributed in the Board papers.

The Board AGREED that Ms Maree Bacigalupo be appointed as a member of the Social Determinants of Health Committee.

The report was NOTED by the Board.

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

There were no papers for this meeting.

3.2 Medical Staff Executive Council Report

A paper had been distributed in the Board papers, and Dr Tim Stanley and the Chief Executive spoke to the report.

Progress with development of improved Medical Staff Executive Council arrangements, including representation at Board meetings was NOTED with appreciation by the Board.

3.3 New Business

There was no new business relating to SERVICE for this meeting.

3.4 For Information

3.4.1 Update on John Hunter Hospital Restructure

A paper had been distributed in the Board papers.

The paper was NOTED by the Board.

3.4.2 Rural Generalist: HNE Progress to Recommendations and Current Status

A paper had been distributed in the Board papers.

It was AGREED that Dr Ian Kamerman would be the Board member representative on the Committee, and it was RECOMMENDED that the Joint Medical Program (JMP) be invited to attend.

The paper was NOTED by the Board.

3.4.3 Gloucester Aged Care Information Sheet

A paper had been distributed in the Board papers.

The paper was NOTED by the Board.

3.4.4 Cancer Institute Performance Report

A paper had been distributed in the Board papers.

The paper was NOTED by the Board.

PRESENTATION

The Board were joined by Ms Viki Brummell who made a presentation - *Integrating Approaches to Health care for Older People*. The Board NOTED that people over 65 comprise 16-17% of the HNE population but over 50% of hospital admissions and AGREED that older people with complex care needs are core business for HNE LHD. The Board also DISCUSSED the implications of changes to the Commonwealth arrangements for older persons care. The Board NOTED the report and will be kept informed of further developments.

The Board thanked Ms Brummell for her presentation.

SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME

4.1 Health Care Quality Committee Report

The minutes had been distributed in the business papers.

The minutes were NOTED by the Board.

4.2 Patient Story

The patient story had been circulated in the business papers and was DISCUSSED and NOTED by the Board.

4.3 New Business

There was no new business relating to SAFETY AND QUALITY for this meeting.

4.4 For Information

4.4.1 Leadership in Medicine and Health Services at John Hunter Hospital

A copy of the presentation *Leadership in Medicine and Health Services at John Hunter Hospital* made by Professor Michael Hensley had been circulated to Board members. The Chief executive provided a background briefing to the presentation that had been considered timely and well developed.

The Board NOTED the presentation.

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The papers had been circulated in the business papers.

The Board DISCUSSED and NOTED the Finance and Performance Report.

5.2 Finance and Performance Committee Report

The minutes were distributed in the business papers.

The minutes were NOTED by the Board.

5.3 Audit and Risk Management Committee

There were no papers for this meeting.

5.4 Work, Health and Safety Report

The report for September 2014 had been distributed in the business papers.

The report was NOTED by the Board.

5.5 New Business

There was no new business relating to RESOURCES for this meeting.

5.6 For Information

5.6.1 Minutes of the Performance Meeting with the Ministry

The minutes had been distributed in the business papers.

It was AGREED that a member of the Board should participate in these meetings in the future. It was AGREED that either Dr Felicity Barr or Mr Fergus Fitzsimons would be appropriate.

The minutes with findings were NOTED by the Board.

POSITIONING FOR THE FUTURE

6.1 Innovation and Research Report

There were no papers for this meeting.

6.2 New Business

There was no new business relating to POSITIONING FOR THE FUTURE for this meeting.

6.3 For Information

6.3.1 Letter from the Ministry of Health regarding the New Maitland Hospital Service Statement

A paper had been distributed in the business papers. A further briefing will be provided for the December Board meeting.

ACTION BY: Chief Executive

The letter was NOTED by the Board.

6.3.2 HNE Health Involvement in Primary Health Networks.

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

OUR STAFF AND WORKPLACE CULTURE

7.1 Medical and Dental Appointments Advisory Committee

There were no papers for this meeting.

7.2 Workforce Report

A paper had been distributed in the business papers. This was the first of regular reports to be provided to the Board. The format was considered appropriate.

The paper was received and NOTED by the Board.

7.3 New Business

There was no new business relating to OUR STAFF AND WORKPLACE CULTURE for this meeting.

7.4 For Information

There were no papers for this meeting.

LUNCH WITH THE CLINICIANS

The Board met with clinicians over lunch. The following were raised and discussed.

- The MPS facility is working very well – the building is great and has made a difference.
- Technology works well.
- The gym is a great set up for patients.

- Patient careboards are working well and have been a benefit to patients and their families.
- Patients feel like they are home as the facility does not feel like a hospital.
- There is an issue with transport for patients (See report of meeting with the Warialda Health Committee).
- Recruitment of registered nurses to the area is difficult.
- There is no Aboriginal Liaison Officer.

BOARD DEVELOPMENT

8.1 Board Performance Report

There were no papers for this meeting.

8.2 Board Members Development Report

The Chair reported that the next Board Education session will precede the December meeting at District Headquarters. The topic will be *Corporate Governance- is the Board meeting its oversight obligations?*

MEETING REVIEW AND FEEDBACK

9.1 Members Issues Not Covered Elsewhere

There were no papers for this meeting.

9.2 Feedback from the October Meeting

A summary of members and attendees feedback from the October meeting was provided with the business papers.

The report was NOTED by the Board.

9.3 Next Meeting

The next meeting will be held on the 17th December 2014 at District Headquarters.